



CITY OF REDMOND
INNOVATIVE HOUSING SUBMITTAL
REQUIREMENTS AND REVIEW PROCESS
SUMMARY

Applications are due by the 15th of April or November for consideration by the Innovative Housing Review Panel. The Review Panel meets regularly on the second Thursday of May and October following submittal deadlines. Please call Sarah Stiteler at 425-556-2469 to schedule a submittal appointment. Failure to include all items will result in the submittal package being deemed incomplete; proposals will not be reviewed until complete. (Revised 8/4/06)

I. APPLICABILITY

The submittal requirements apply to all proposals submitted for consideration under the Innovative Housing Program (Ord. 2265).

The Innovative Housing Review Panel, composed of representatives from the Design Review Board (2), Planning Commission (1, or 2 when no neighborhood group exists), Technical Committee (1), and neighborhood Citizen Advisory Committee or Association (1, when an active group exists) reviews each proposal based the intent and criteria of the Ordinance, staff recommendations, and Technical Committee input.

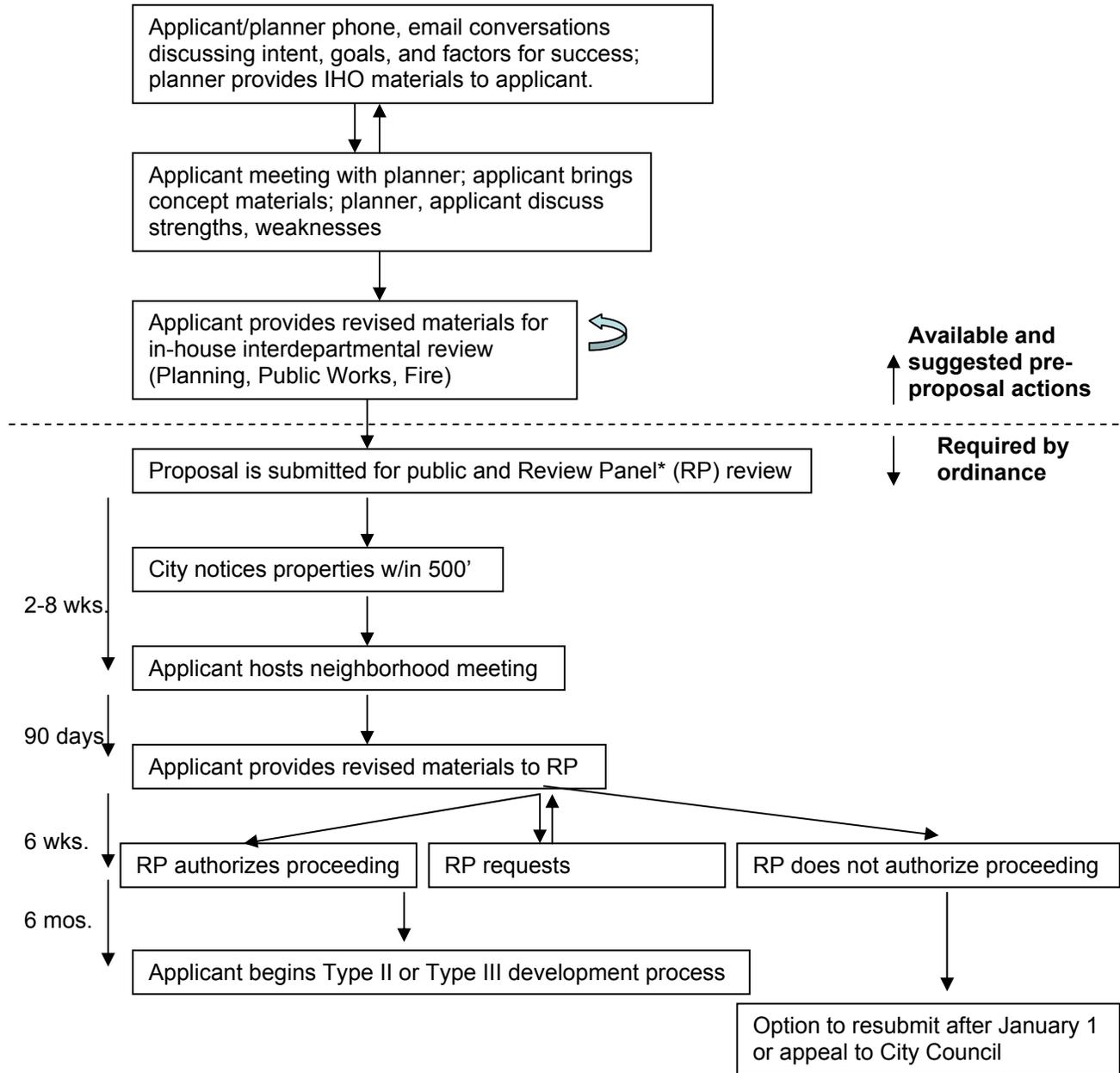
II. GENERAL

*The applicant shall check each item below to confirm **six paper copies (except where noted)** of these items are included in the application submittal package, in addition to **one electronic (.pdf) copy, where noted:***

- A. Completed General Application and Project Contact Forms (available at <http://www.redmond.gov/insidcityhall/permitting/devapps.asp>).
- B. Site plan (plan size (2 *only*), 11"x17" reduced, *and electronic*) of proposed development, indicating property lines, proposed setbacks, lot coverage calculations, locations of all adjacent structures, distances to property lines, and footprints of any existing structures on the property.
- C. Conceptual drawings (plan size (2 *only*), 11"x17" reduced, *and electronic*) of the proposed innovative housing type, including building footprints and building elevations, floor plans, and roof plans.
- E. Vicinity map (suitable for public notice purposes) with labeled streets and north arrow on 8 ½" x 11 sheet of paper
- F. Description of how the proposed development is consistent with the surrounding neighborhood character and neighborhood design standards, where applicable.
- G. Description of how the proposed development complies with all the criteria and project parameters for an innovative housing demonstration project as described in Ordinance 2265.
- H. Description of the proposed unit type, including proposed square footage, unit mix, and number of bedrooms per unit.
- G. General information about the site, including the number of dwelling units allowed by the zone and the number of proposed dwelling units, open space allowed and proposed, impervious surface allowed and proposed, building height allowed and proposed.
- H. Photographs of the subject and adjacent properties keyed to the site plan (*and electronic*).
- I. Additional information deemed necessary by the Review Panel to consider the application.
- J. Conceptual site plan, including building foot print(s), demonstrating the type of development that would likely occur if the site were developed under the City's traditional zoning and design standards for the site (plan size (2 *only*), 11" x 17" reduced, *and electronic*).



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* RP consists of designees from: Design Review Board (2), Planning Commission (1), Technical Committee (1), and neighborhood group (1). An additional Planning Commission member substitutes for the neighborhood representative when no active neighborhood association or citizen advisory committee exists.

KEY DATES

Submittal deadlines: April 15th, November 15th

Review Panel meetings: Second Thursday of May (for November submittals) and October (for April submittals)